

# Graduate Assistantship Opportunity

[www.atu.edu/workwithus](http://www.atu.edu/workwithus)

## About Arkansas Tech University:

One of America's 10 fastest-growing universities in our category in 2013, 2014 and 2015, Arkansas Tech has seen its enrollment increase by 184 percent since 1997. We are the fastest-growing university in our state and one of the three largest institutions of higher learning in Arkansas. With more than 12,000 students, Arkansas Tech is large enough to serve a diverse community of learners and passionate about maintaining its institutional heritage of providing for the individual needs of each student. **We are the Tech Family.**

## About the Department of Campus Life:

Campus Life at Arkansas Tech University is seeking high-energy, student-focused individuals interested in making a positive impact in the lives of our students. While academic achievement leading to graduation is the reason for attending Arkansas Tech University, the experiences that students have outside the classroom prove to have a lifelong impact.

## Our Commitment to Graduate Assistants working in Campus Life:

- ▶ An individual focus on your personal and professional development.
- ▶ A challenge to know and identify current trends while understanding how they impact our work.
- ▶ An environment that challenges you for your best work, while holding you accountable.
- ▶ A connection to professional associations through conference affiliation, attendance, and related research.
- ▶ An opportunity to gain experiences similar to that of a full time staff member.
- ▶ A daily work environment that fosters individual project management.
- ▶ Achieve transferrable skills in a fun and exciting work environment.

## Graduate Assistant for Greek Life (Live-In)

- ▶ Serve as Residence Hall Director for CPC Residence Hall
  - ▶ 85 bed residence hall, 4 chapter wings, 2 common use spaces.
  - ▶ Supervision of 4 Chapter Resident Assistants.
- ▶ Serve as the advisor for College Panhellenic Council.
- ▶ Serve as an advisor for Order of Omega.
- ▶ Responsible for community wide trainings in the areas of Service/Philanthropic Impact, Anti-Hazing, and Chapter Recognition.
- ▶ Co-coordinate fall and spring semester programming efforts such as Greek Week and Greek 101.
- ▶ Develop officer transition training programs and assist in the training of council leadership at semester retreats and other programs.
- ▶ Coordinate the registered student organization registration process for all councils.
- ▶ Oversee chapter participation in the On Track (co-curricular experience) program.
- ▶ Work on special projects such as recognition, scholarship promotion, publications, outreach, and program assessment.
- ▶ Assist in advising National Pan-Hellenic Council.
- ▶ Assist with the planning and execution of IFC and CPC Recruitment.
- ▶ Opportunity to work with students representing three Greek councils through various meetings and projects.
- ▶ Serve as an educational resource to students and parents interested in Greek Life

## Renumeration & Qualifications

The minimal requirements for a candidate seeking this assistantship opportunity is a bachelor's degree from an accredited college or university, admittance to the Arkansas Tech University graduate school as a Master's degree seeking graduate student, a completed background check, and availability to begin working July 1st, 2016.

This position pays a stipend of \$1,000 monthly. In addition, 18 hours of graduate credit tuition is covered per year.

**A one bedroom apartment with a full kitchen, a \$500 per semester meal plan, and \$1000 per year professional development funds are included.**

## Common Areas of Graduate Study

- ▶ College Student Personnel
- ▶ Psychology
- ▶ Liberal Arts
- ▶ Multi-Media Journalism
- ▶ Strength & Conditioning
- ▶ Emergency Management and Homeland Security

For a complete list of graduate areas of study, visit [www.atu.edu/gradcollege](http://www.atu.edu/gradcollege)

## How To Apply:

Please submit a cover letter, resume, and three professional references to Kevin Solomon, Associate Dean for Campus Life, [ksolomon@atu.edu](mailto:ksolomon@atu.edu). Positions are available until filled. Interested candidates should submit the above materials prior to Friday March 18, 2016 for full consideration.